



The City of Santa Clara

Municipal Service
1500 Warburton Ave
Santa Clara, CA 95050-3713

Continuing Service Agreement (CSA)

A Continuing Service Agreement (CSA) is a service offered by the City of Santa Clara Municipal Utilities to building owners and managers who receive their utility services from the City. A CSA provides continuous utility service at rental units during periods of "Clean and Show" status wherein a landlord prepares a vacated unit for presentation to prospective tenants.

In exchange for this service owners and managers agree to cooperate with the City and provide Municipal Services with the following:

- 1) The tenant, owner or manager agree to contact Municipal Services and cancel the tenant account at least one business day prior to the date the building/ unit will be vacated.
- 2) When the unit is rented, the owner or manager will provide the new tenant information necessary for Municipal Services to assign responsibility for the services provided. (Municipal Services provides a form that can be carried, faxed, or mailed when completed.)
- 3) The owner or manager will assume the responsibility for utility services provided during the period between the date a tenant vacates a unit and a new tenant requests service in their name, including any minimum charge or customer charge that is applicable.
- 4) This agreement is non-transferable and can be canceled within five days by written notice to the City or the owner/manager.
- 5) This agreement does not commit the City to any guarantee of service nor or responsibility for damages related to a lack thereof.
- 6) Bills for service will be due and payable as set forth by The City of Santa Clara, Municipal Services Rules and Regulations.

Owner Name: _____ Service Address: _____

Other Name (DBA): _____

C/O _____ Billing Address: _____

Apartment / Suite #: _____ City, State, Zip: _____

Social Security -or- Federal Tax ID #: _____ Owner Telephone #: _____

Executed this on _____ day of _____ in the year of _____

Owner/Officer Name: _____ Signature: _____ Title: _____

Management Company: _____ Telephone #: _____

Resident Manager: _____ Telephone #: _____

Fax: _____ E-Mail: _____

FOR CITY OF SANTA CLARA USE ONLY

Approved:

Rod Mier
Customer Service Supervisor

Effective Date